



Llywodraeth Cymru
Welsh Government

Person-centred reviews for families

What to expect at the meetings

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Guidance

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Person-centred reviews for families

Audience Any parent or family member whose child is having a person-centred review.

Overview This document provides a template for a family to use in preparation for their child's person-centred review.

Action required To consider using this template in preparation for person centred reviews.

Further information Enquiries about this document should be directed to:

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Additional copies This document can be accessed from the Learning Wales website at gov.wales/learning

Related documents *Person-centred reviews toolkit*
<http://learning.gov.wales/resources/browse-all/person-centred-reviews-toolkit/?lang=en>

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What is a person-centred review?

Person-centred reviews are a way of deciding what support is needed for a child or young person with special educational needs or to decide any changes that need to be made to their support.

It is important that children and young people have the right people involved in their review meeting to help them to plan for their future. This means that the review can make sure that they have the things that are important to them, as well as the right support to help achieve their aspirations.

Who will be there?

The child or young person can choose who they would like to be there, but there will also be some people who have to be there.

Sometimes there may be lots of people involved in the review, such as health, social care and education professionals as well as family and friends.

For others, there might just be you, your child, and someone from the school or college.

Where and when will it be?

It will probably be at the school or college. The time and date should suit you and your child as well as any other people who are coming.

There will be at least one review a year – the school or college will let you know when these are due.

What do you need to think about before the meeting?

If you are going to be at the review, then this booklet will help you to think about the things you want to say and you can use it to write down things you want to remember to say on the day.

If you are not going to be at the review then it may still be important to your child that your views are heard at the meeting. In this case, it is really important that you take time to think about the questions, record your thoughts in the spaces provided and send this booklet to your school or college by the date they have asked for. This will help to make sure that your views are listened to at the meeting.

What will happen at the meeting?

You will find a person-centred review has a relaxed atmosphere, very different to other traditional meetings you may have been to.

Everything is set out to be as informal and comfortable as possible.

If it is a small meeting, it may be just a relaxed talk or the meeting may include some of the things in the next few paragraphs.

If there are lots of people coming, there may be no big table, but there could be music playing and posters or large pieces of paper pinned up on the walls. These are for everyone there, including you, to say what they think is important.

Every review will change to meet the needs of your child, who is at the centre of the meeting.

One person, called a facilitator, will have the job of making sure that everyone can have their say and that the meeting comes up with targets and actions for change. The facilitator is most likely to be someone from the school or college and you should know who it is before the meeting.

The meeting begins with everyone introducing themselves and possibly sharing something that they like or admire about your child.

The facilitator will explain what will happen in the review meeting, and then everyone will have the chance to share their views and knowledge about your child.

When everyone has finished giving their comments, you will all think about and talk about what needs to change and what outcomes and targets you want to see.

You will then all agree what actions need to take place to support your child to help them meet their aspirations.

At the end of a review

By the end of the review the facilitator will make sure that there is an agreed Action Plan.

The Action Plan is to make sure that everyone can see what is going to be done to support your child to learn and to achieve their dreams.

Everything in the Action Plan will be based on what was talked about and agreed in the meeting, including the views and ideas you and your child shared.

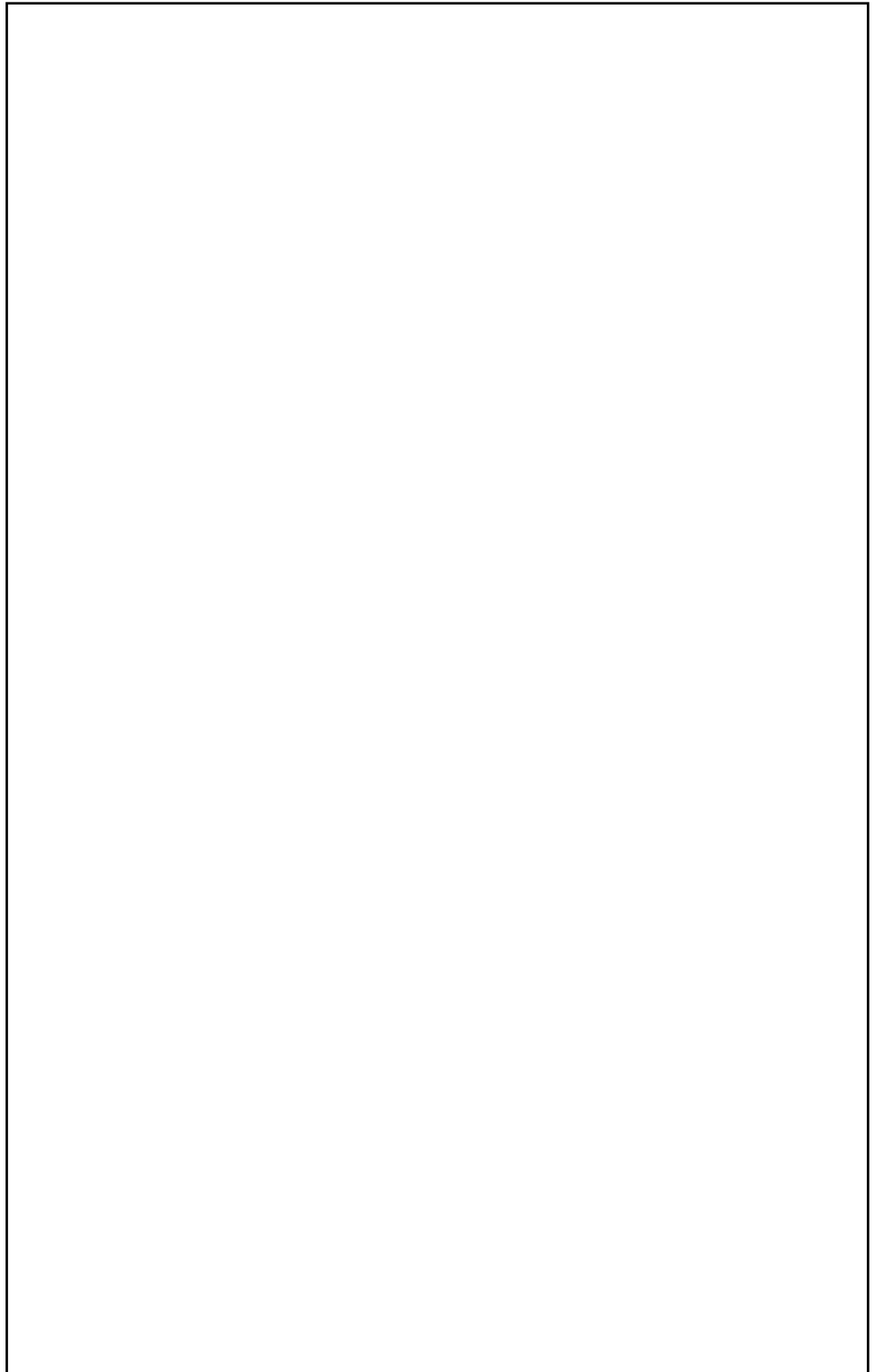
The Action Plan will say:

- what support your child needs to learn and develop
- who is responsible for making sure that they get the support they need (a named person)
- when and where they will get this support
- how we will know if the support has helped your child in the way it was intended to.

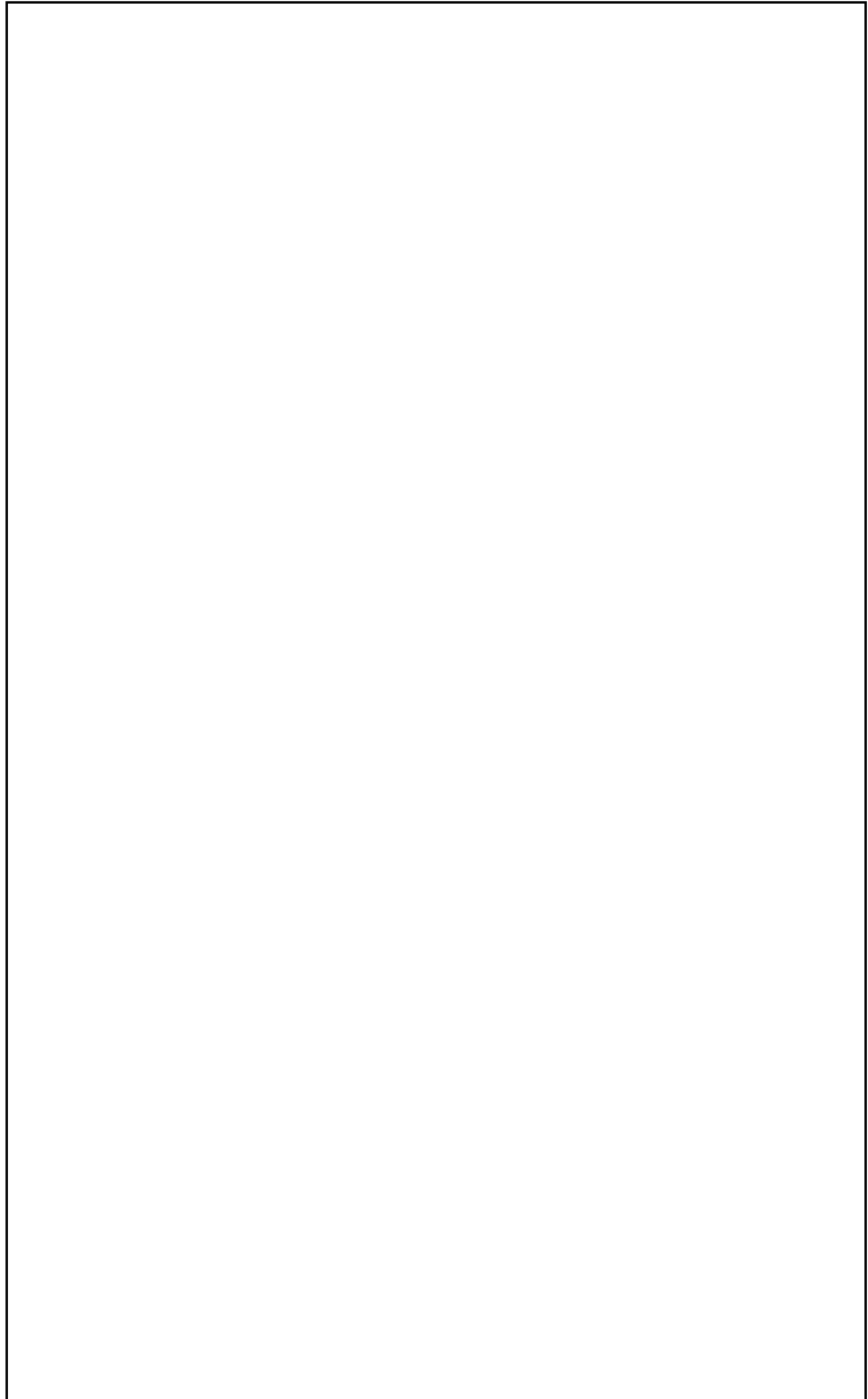
After the meeting you will have the chance to read the Action Plan, think about what has been agreed and discuss it with your child.

These questions are to help you think about what you want to say at the person-centred review and how you want to say it.

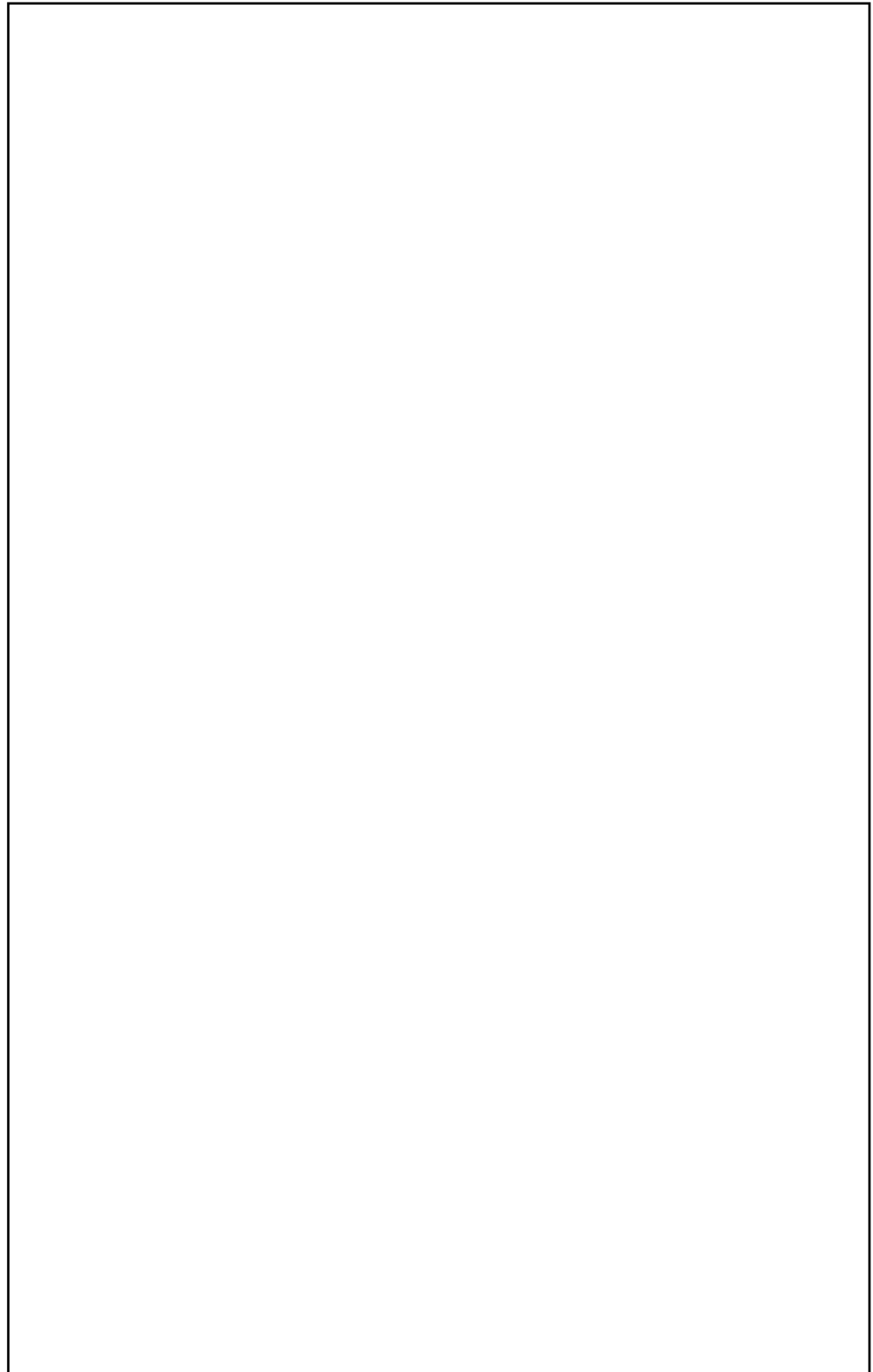
What do you like most, admire or appreciate about your child?

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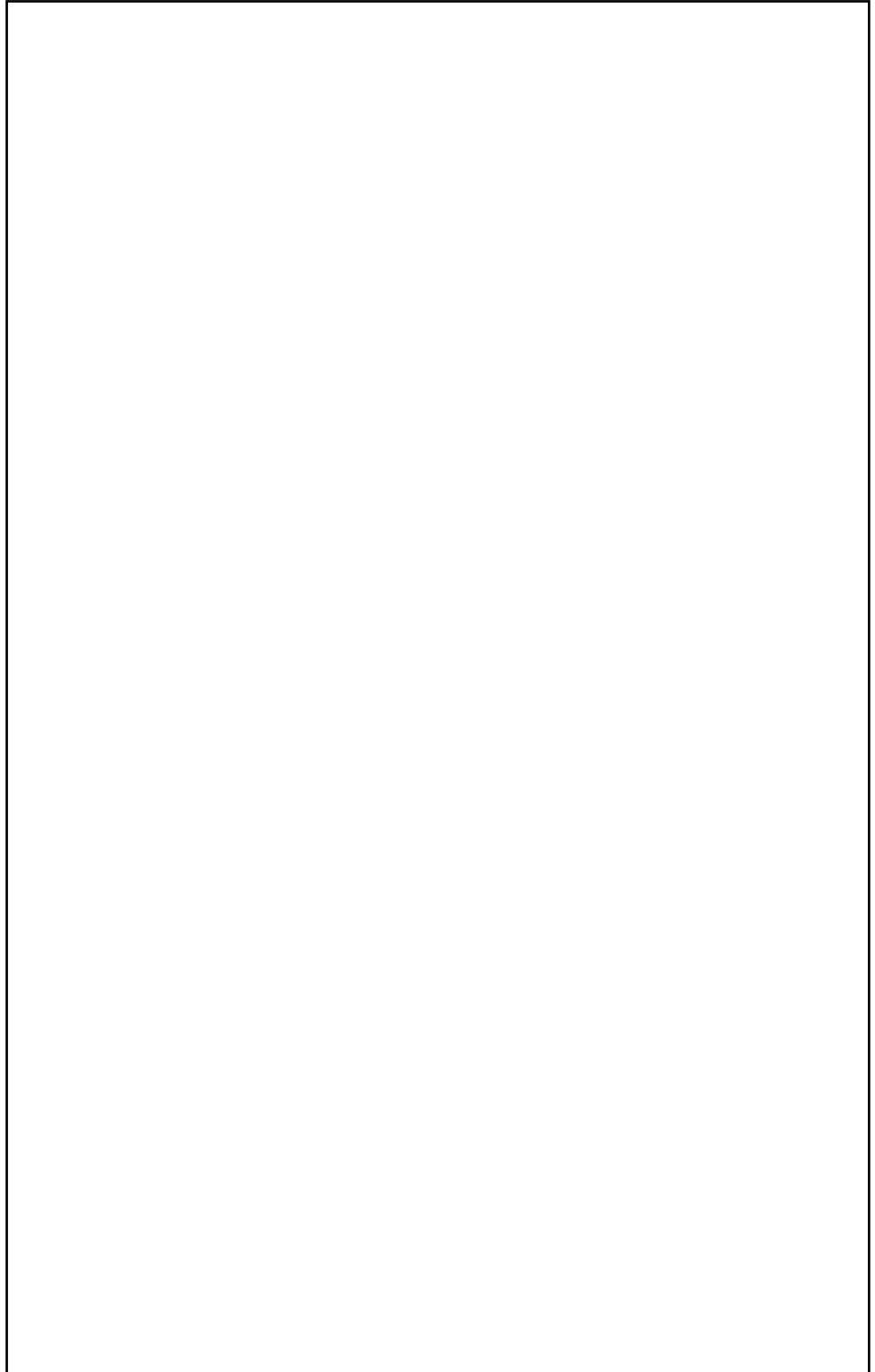
What has happened since the last review?

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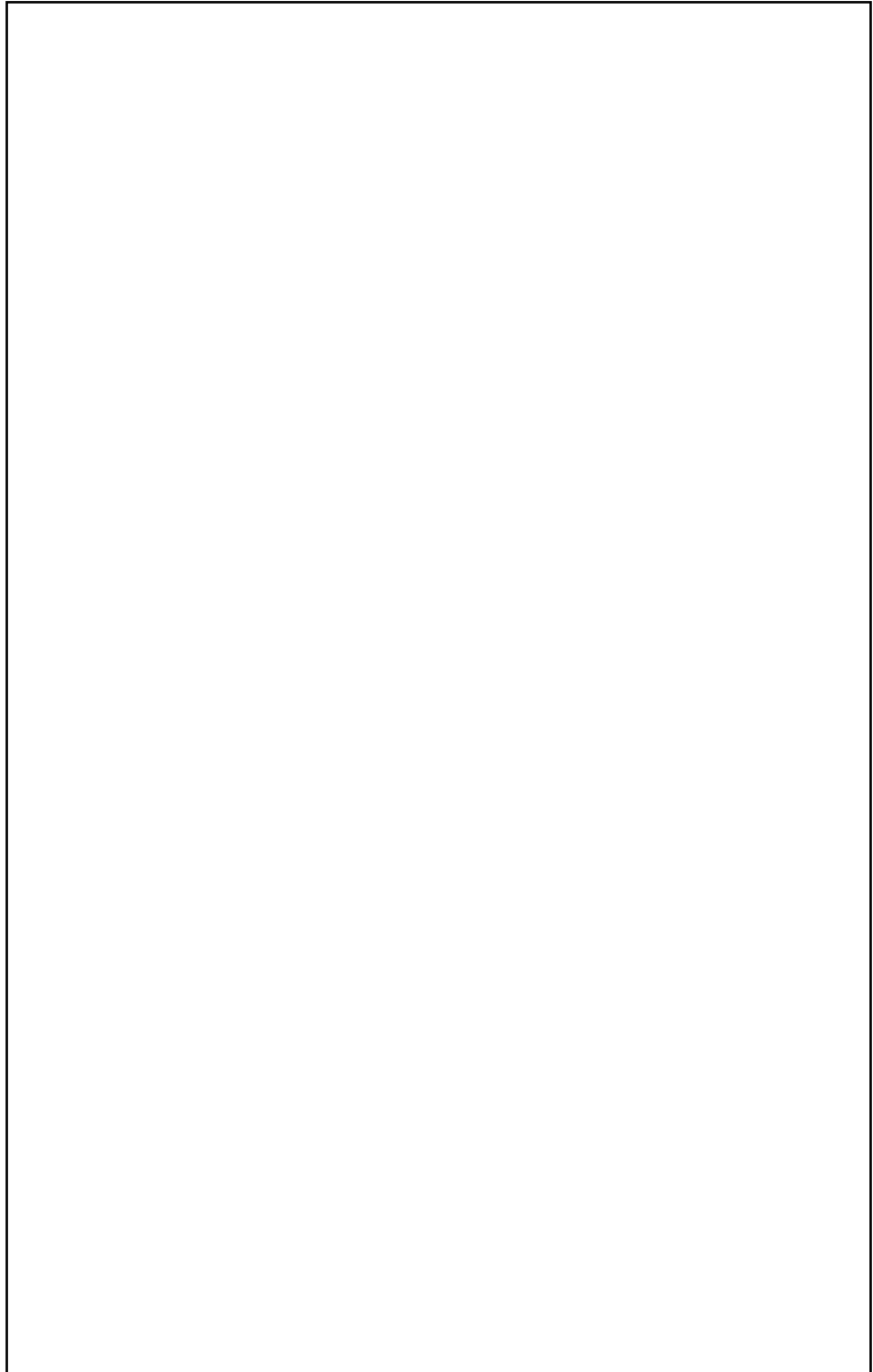
What do you think, from your perspective, are your child's aspirations for the future?

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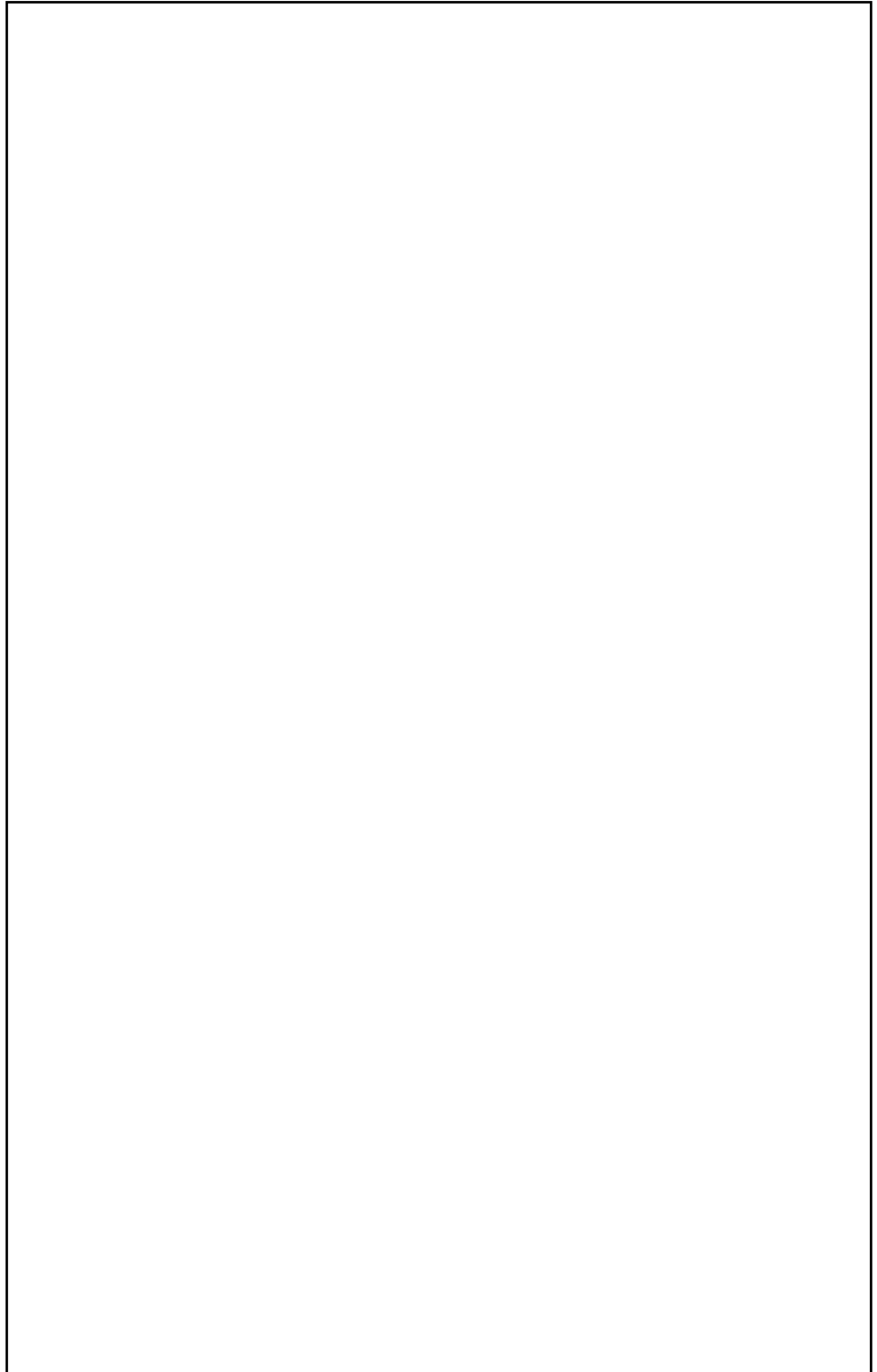
What do you think is most important in your child's life at the moment?

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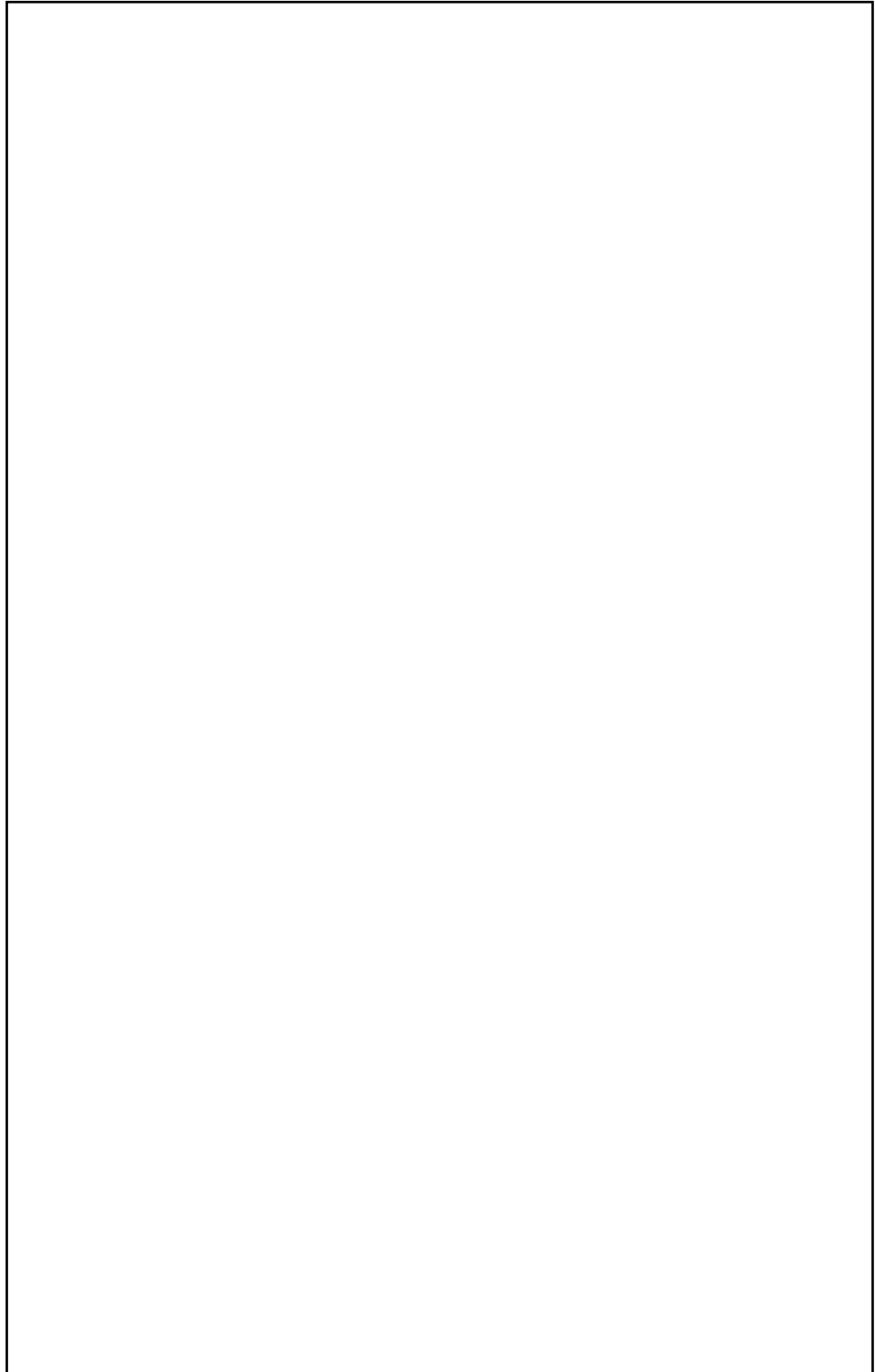
What do you think is important for your child in order for them to develop and progress?

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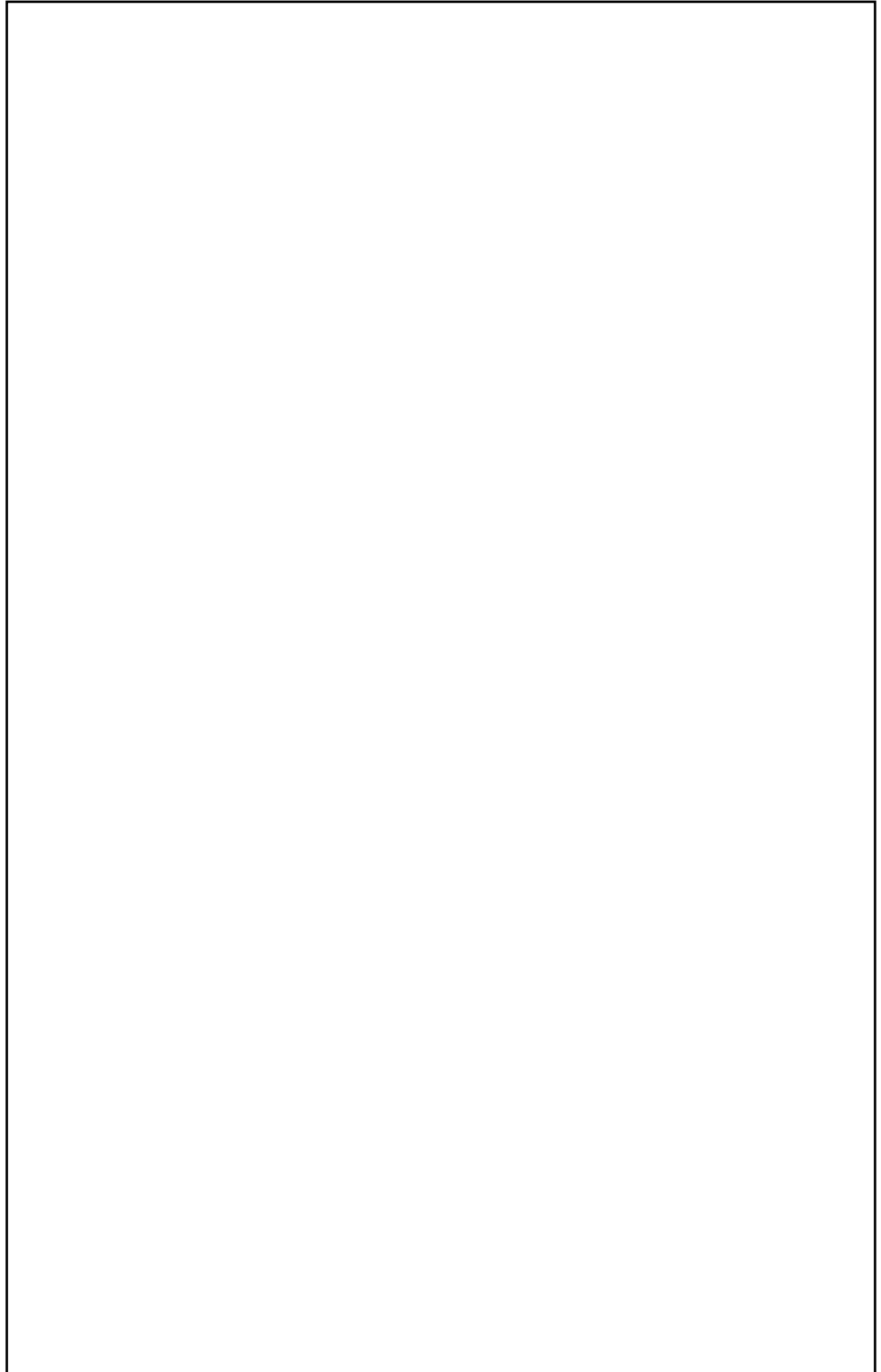
What do you think other people need to know or do to help your child?

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What is working really well in your child's life at the moment from your perspective?

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What is not working so well in your child's life at the moment from your perspective?

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Do you have any questions or other comments to make?

If you are not coming to the review, please can you return this completed form, with as many of the boxes as you want filled in, to us at by /..... /..... We will then make sure that your views, thoughts and questions are fed into the review.

Thank you for taking the time to take part in this person-centred review.